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CODIB-M-58

23 November 1964

UNITED STATES INTELLIGENCE BOARD**COMMITTEE ON DOCUMENTATION****Minutes of the Fifty-eighth Meeting, 19 November 1964****Members or Their Representatives Present**

STATE	-	Mr. Edward C. Wilson	
DIA	-		50X1
ARMY	-	Maj. Jonathan D. Carney	
NAVY	-	Cdr. Alfred R. Olsen, Jr.	
AIR	-	Col. Byron L. Schatzley	
NSA	-		50X1
DDR&E	-	Dr. Ruth M. Davis	
FBI	-	Not represented	
AEC	-	Not represented	
CIA	-	Mr. Paul A. Borel, Chairman	
	-		50X1
		Secretary	

Associate Member's Representative

NSF	-	Mr. Richard See
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Others Present

DIA	-		50X1
NAVY	-	Mr. M. Zane Thornton	
NSA	-		50X1
O/DCI/NIFE	-		

*Part of meeting

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Excluded from automatic
downgrading and
declassification

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CIA


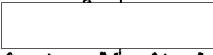
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 Mr. James G. Chandler
 

 Mr. Walter J. Moberg
 Mr. John K. Vance

1. The minutes of the fifty-seventh meeting (CODIB-M-57, 23 Oct 64) were approved as circulated, the Chairman stating with respect to the Secretary's note (single asterisked footnote, pg. 3), that the terms of reference paper as approved for each task team constitutes the authoritative statement of objective for each team.

2. CODIB-D-111/1.8, 6 Nov 64 (Photo Chip Task Team Draft Terms of Reference): This draft had been transmitted for telephone concurrence, but was included in the Agenda at the request of several members. For this discussion,  distributed copies of a revision, containing a changed "Definition of Terms" page and including an extract "Objectives" statement from CODIB-D-111, 15 June 1964. Prolonged discussion ensued, the principal point of which was the very broad nature of the Terms of Reference, and particularly, the inclusion of document microstorage.

3.  discussed the definitions and "forenote" and summarized team activities to date, expressing his strong conviction that a broad initial approach was necessary to develop all relevant data. Several members questioned going beyond the aerial photographic world, and, although there was general acceptance of the Terms themselves (pg. 5-7), this acceptance was conditioned by desired revision of the definition of "photographic information" and "photo chip," plus definition of "multi-sensor" as used in this context.  stated his conviction that the Team can't do a proper job if its scope is too limited at the beginning; the Chairman commented that, perhaps, CODIB was

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unduly apprehensive, that it is generally best to begin with a broad base, and that what comes from the Team will be conditioned by CODIB review.

4. Other problems and alleged impracticalities in considering document as well as "photo image" retrieval, in 11th hour Intelligence Community influence on a government/industry standard chip size, in implications of intent to "revolutionize storage and retrieval," etc. were discussed in spirited fashion. A revised definition of photographic information⁽¹⁾ was suggested and generally accepted. Col. Schatzley stated that he could not accept the photo chip definition unless what he termed "specialized exploitation formats" were excluded, and Dr. Davis stated that if "multi sensor image" in the definition includes ELINT, further definition is required. The Chairman suggested that, in keeping with the broad-to-more-narrow initial/developmental philosophy, CODIB live with the photo chip definition, with clarification regarding the inclusions under "multi sensor." It was also suggested, and generally accepted, that the sentence beginning "Our goal. . ." in the NOTE BENE on (unnumbered) pg. 2 of [redacted] handout, be lifted therefrom and incorporated in the body of the Terms as the "Objective" of the Team.

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5. Action: The Team was directed to produce an editorially cleaned-up paper, consolidating the individual definitions, context and forenote pages into a single preamble or appendix; remove the NOTE BENE final sentence, as mentioned above, and make it the statement of objective, with clarification of "multi-sensor"; and change the photographic information definition as described above. The resultant paper will be distributed to CODIB for approval.

6. CODIB-D-111/1.2/1, 4 Nov 64 (Bibliographics Task Team Draft Terms of Reference): [redacted] requested and received approval to change the name of the Team from "Bibliographics" to "Item Identification," as more reflective of the true nature of the Team's work. In response to a question, he stated that the team would take on both the item list and item identification tasks, as described, but that the first consideration would be the development of a plan for an item list. He also said that, with respect to II. C. 6., he does wish to consider open literature in the broad scope considerations, with refinement as subsequently required or deemed desirable. The draft was approved as written.

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(1) "Photographic information is considered, for this Task Team's work, to include all photographic images and associated information on all kinds of materials."

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7. Responding to a question from the Chairman, [] indicated that the Team membership is not yet full and that there is a problem on clearances, since the Principals will require special clearance. Mr. Borel noted that a partially complete team is costly and that it is neither feasible much longer to have to reverse direction to educate new members, nor proper to expect, later in the game, to introduce departmental criticism of the Team's activities without having made any contribution.

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8. Agenda Item 5: Status of the Working Group on Emergency Planning: responding to [] request at the last meeting, Mr. Chandler summarized background leading to the establishment of the Working Group (see CODIB-D-76, 1 February 1961) and its activities to date including present revision of an earlier paper describing the member agencies' emergency holdings; the revised paper will be a CODIB agenda item. He noted that the Working Group does not have a firm program and would welcome guidance from CODIB; it is a support group and, he said in answer to a question, it is not appropriate for this group to develop an emergency plan for the Community. The Chairman noted that in the absence of specific guidance from the USIB, it is not feasible to go much beyond the minimal (but unique) level of activity represented by this ad hoc working group.

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9. Status reports from the other Task Teams:

a. Task Team I - Content Control: [] said that six meetings have been held to date, and dissemination procedures have been reviewed in four agencies. Attention is currently directed toward identification of the major publishers of intelligence items and the primary distribution points through which they flow, and toward review of existing subject codes. He is having some problem because of the lack of special clearance for some members.

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b. Task Team III - Foreign Publications: the Chairman having just returned from leave, no meetings have been held.

c. Task Team IV - Installations: [] said that the team had its first meeting on 15 November, with three agencies not represented; a Terms of Reference draft will be forthcoming. He stated his indebtedness to the CODIB Support Staff for its assistance, then made two points for the record: 1) that he did not plan to have his team serve as a vehicle for solving everyone's departmental problems; 2) that the individual team members were to present technical knowledge and experience - not to represent policy approval levels in individual agencies.

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As a separate (but related) issue, he mentioned color coding of magnetic tape reels to represent various security levels of information contained thereon, suggesting that some standard color code be developed. In response to his query as to which task team should consider this subject (and as follow-up to [redacted] interest in the same subject at the last meeting), it was decided that this issue be referred to Task Team IX - ADP Systems Library for action, including coordination with the USIB Security Committee.

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d. Task Team V - Biographics: [redacted] stated that the Team had met twice and had been briefed on CIC activities at Fort Holabird, and that they were still struggling somewhat with development of the task. In his absence on TDY, a terms of reference paper in response to CODIB discussion of the original draft (CODIB-D-111/1.5/1 of 2 Oct 64) was circulated to the team members. He distributed a paper for information containing a revised "Objective" statement and a phrase inclusion in the "Recommendations" section (see attachment 1) which he intends to submit to the Team for approval.

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The Chairman noted that at its last meeting, CODIB had approved the original draft, subject to inclusion of the gist of the remarks made concerning positive biographic intelligence, files as well as indexes, and the Objective statement as it originally appeared in CODIB-D-11/2 of 27 Aug 64, Tab A. Action: after Task Team deliberation of the changes proposed [see Attachment 1 of these minutes], the resultant Terms of Reference will be circulated to CODIB for telephone approval. The Secretary noted the desirability of the Team's taking into account the Worldwide Biographic Plan recently discussed at the DIA 2nd Worldwide Intelligence Production Management Conference.

Working Group on Remote Systems Input: switching hats, [redacted] reported that a recent review of the contractor work on the secure typewriter indicates that they are tending toward a "total security" approach which would result in a completely impractical machine. He intends to reconvene the Working Group to consider this issue.

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e. Task Team VI - Research and Development: Dr. Davis said that three meetings had been held to date and that a Terms of Reference draft would be ready for CODIB at its next meeting. She expressed concern that the State Department is not represented.

f. Task Team VII - Analyst Communication: Mr. Wilson said that State has a very competent man under consideration as Chairman, and that a statement of initial objectives was prepared and submitted to Chairman, CODIB. The

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Secretary was directed to reproduce and distribute this paper as a first cut to be considered by the Team, when constituted.

g. Task Team IX - ADP Systems Library: In the absence of the Team Chairman, [] reported that two meetings have been held to date, that an Informal Terms of Reference has been developed, and that it will be submitted to the Team.

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10. Report destruction statement: responding to [] suggestion at the end of the last meeting (see CODIB-M-57, para. 14.c.), the Secretary stated his belief that, excepting special materials with caveats otherwise established, there was provision in existing regulations, and common understanding, that a classified document, when no longer useful, could be destroyed (according to standard destruction procedures), and need not be returned to any central Headquarters point for destruction; therefore, it is not necessary for CODIB to develop a statement authorizing such destruction for inclusion on classified reports. He said further that the Secretary of the USIB Security Committee had informally concurred, but that if DIA wished to pursue this subject, it was more properly a matter for the Security Committee to consider.

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11. COSATI: The Chairman distributed a summary by Mr. Chandler of CIA of the latest meeting of the Committee on Scientific and Technical Information, noting the desirability of CODIB's following closely COSATI activities.

12. Miscellaneous: for the record, the Secretary noted recent distribution by the USIB Secretariat of Appendix C to the CODIB 6th Annual Report and the first Quarterly Report (USIB-D-39.7/7 of 16 November 64).

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[]
Secretary

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